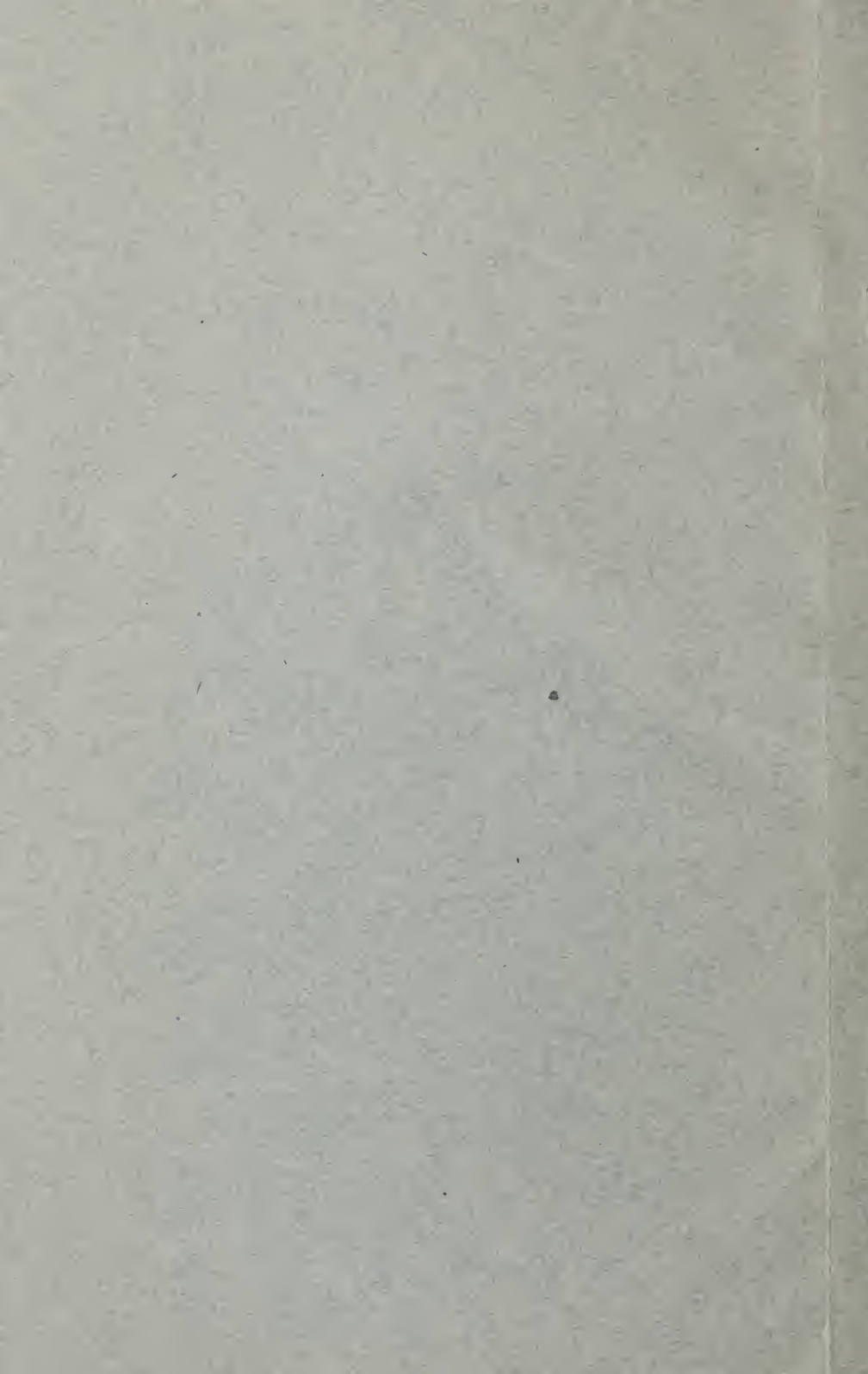


STATE AND MUNICIPAL DOCUMENTS
AS SOURCES OF INFORMATION FOR
INSTITUTION MANAGERS AND
OTHER STUDENTS OF HOME
ECONOMICS.

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Chief of Nutrition Investigations, U. S. Department of Agriculture.

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The printed page, giving as it does the record of observations, the deductions drawn from them, the discussion they have caused, and the philosophy they have inspired, is the universally recognized and commonest source of information.

Books, using the term to mean the output of publishing houses, great and small, are known and consulted by everyone, in part at least because the publishers and the booksellers see to it that their wares are not overlooked, but most of all because long usage has made us all familiar with this kind of publication. The librarian classifies and catalogues books so that they are readily accessible to the reader, and to them the seeker after knowledge first turns of his own initiative or is first directed.

Periodicals constitute another great group of publications which in general are readily accessible and in which the student commonly seeks information. Possibly because they must be purchased and so have a recognized money value, though without doubt chiefly because periodicals are a well organized and well known group of publications, they are generally well cared for in libraries and well classified and indexed. It follows that a particular article may be readily found from catalogues or from some standard work of reference, such as Poole's *Index of Periodical Literature*, to cite a familiar example, though one more concerned with general literature.

We may group together publications of learned societies and scientific societies and similar associations as a third great division. Some of this literature is sold through the regular channels of trade but much of it is distributed without cost to society members, to libraries, and less commonly to individuals. Perhaps in part because learned societies have existed so long that they have acquired the dignity of age, their publications are valued by the librarian, are usually well classified by him, and accordingly are fairly well known to the expert and to the teacher, though much less commonly to the student.

The publications of private organizations should also be mentioned, namely, such organizations as the Russell Sage Foundation, the Car-

negie Institution of Washington, and the Rockefeller Institute for Medical Research. These organizations justly rank with learned societies, and their publications are appreciated at their full value by the expert and the advanced worker.

The great number of publications of private organizations, for instance the reports of national conventions of various trade organizations, constitute a source of information which is little known, even to the specialist, and perhaps seldom consulted except by those interested in the manufacture or the sale of special products. Simply as an illustration of this class of literature, mention may be made of the report of a convention of the National Association of Master Bakers held in Baltimore in 1910. As is usually the case with such reports, the bulk of the material included is of interest only to the organization, yet there is one paper, Report of Association Fellowship Student at University of Kansas, by H. A. Kohman,¹ which gives the details of some interesting laboratory studies of bread making problems, a paper which should not be overlooked by students of this subject.

In a paper prepared for the American Home Economics Association² two years ago the attempt was made to point out the importance of another group of publications usually passed over by the student and neglected by the librarian, yet appreciated by the expert and advanced worker, and really containing material of the greatest value, namely, the documents published by the different branches of the general government. Each one of the other groups of publications referred to would furnish material for a paper. In the following pages attention is directed to a large group of publications which, like government documents, can generally be had for the asking, and like them are too often stored or placed on out of the way shelves by the librarian and neither classified, catalogued, not consulted, yet containing an enormous amount of interesting and valuable material. These are the publications of States and municipalities.

That such publications cover a wide range of subjects most of us are aware. Nevertheless, it may be instructive to consider the list in some detail.

Massachusetts, for instance, issues publications which have been grouped under the following heads: Constitution and constitutional conventions; executive and staff; inspection and regulation, which would include the Board of Agriculture reports, the reports of the

¹ Rpt. Thirteenth Conv. Nat. Assoc. Master Bakers, Baltimore, 1910, p. 29.

² JOUR. HOME ECON., 1 (1909), pp. 227-252.

State Board of Lunacy and Charity, the Dairy Bureau, and the Bureau of Statistics of Labor; institutions, which include agricultural experiment station publications as well as reports of educational, penal, and corrective institutions; judiciary; and miscellaneous documents; with the colonial and provincial reports grouped in an appendix. This classification is quoted from R. R. Bowker's³ standard work of reference dealing with state publications, which gives a list only of publications and makes no attempt to give information as to the contents of the documents listed. Nevertheless, it is of great value as it is the only published list of the sort which includes all the States of the Union.

A reference work dealing with state documents which is of the greatest importance is the *Index of Economic Material in Documents of the States of the United States*,⁴ by Adelaide R. Hasse, prepared for the Department of Economics and Sociology of the Carnegie Institution of Washington and published by that Institution. A volume of this series is devoted to each State and it is the author's purpose to list under appropriate headings all the documents issued up to 1904. For instance, the Illinois volume includes documents from 1809-1904. The States so far included are California, Delaware, Illinois, Kentucky, Maine, Massachusetts, New Hampshire, New York, Rhode Island, and Vermont, other volumes being in progress. It is the intention to give a complete list of the public documents of each State. The various documents are not completely indexed, only the economic material having been selected for this purpose. As is perhaps inevitable, the index is more or less selective. Nevertheless, the work as a whole is the only published guide to the contents of state documents and gives information which can not be readily found anywhere else.

The usefulness of the documents listed may be gathered from some of the headings followed in classifying them, as, for instance: Industries, such as bakery trade, canning, clothing trades, dairy industries, etc.; education; labor, with such subdivisions as child labor, wages, house industries, and cost of living; maintenance, which includes charities, public institutions, and related subjects; water supply; natural resources; population, betterment; sewerage; and many others.

Appreciating the great importance of state documents, the Library

³ *State Publications—A Provisional List of the Official Publications of the Several States of the United States*, New York, 1908, pp. 28-59.

⁴ *Index of Economic Material in Documents of the States of the United States*, Vols. 1-10, 1907-1910, Baltimore, Md.

of Congress has recently commenced the publication of a monthly bulletin giving the documents received by the Library, classified by States under headings such as agriculture, statistics, etc., and so annotated that some general idea at least may be obtained of the character of the contents of the documents. This publication⁵ should be in the hands of everyone who wishes to follow literature of this character. It is issued by the Division of Documents of the Library.

That the institution manager as well as other students of Home Economics can find very important material in State and municipal publications, and oftentimes information which could not be found anywhere else, can perhaps best be demonstrated by citing some particular instances covering a rather wide range of topics out of the many which might answer the purpose equally well or maybe better. The material has been grouped under the following heads: Expenses and expenditures; water supply and sewage disposal; building materials and their use; supplies and equipment; housing systems and other similar problems; institution dietetics and other food and nutrition topics; problems of labor and service; and educational opportunities and courses of instruction.

EXPENSES AND EXPENDITURES.

The question of expenses and expenditures is one which first confronts the institution manager or the student of institution problems. If one desires information on this subject it must be sought in the reports of the various institutions which give an account of the income and expenditures, and nearly every institution publishes at least an annual or a biennial report. If it is desired to make a comparison between the cost of food or other supplies for the current year in comparison with other years, reliable statistical data can be found in the publications of the State Bureau of Statistics or similar department which most States maintain. For instance, a recent annual report of the Bureau of Statistics of New Jersey⁶ contains a paper on the Cost of Living in New Jersey, by W. C. Garrison, which gives food prices and other items. The recently published report of the Massachusetts Bureau of Statistics,⁷ entitled Report of Commission on the Cost of Living, is a very exhaustive inquiry into the causes of the high cost

⁵ Monthly List of State Publications, Washington: Govt. Printing Office.

⁶ Ann. Rpt. Bur. Statis., N. J., 1909, pp. 141-151.

⁷ Rpt. Mass. Bur. Statis., 1910, pp. 752 (House Doc. 1750).

of living and discusses industrial conditions, market conditions, the marketing of commodities, wholesale and retail prices, and other similar problems.

Other instances might be cited as the number of articles of this sort is large.

WATER SUPPLY AND SEWAGE DISPOSAL.

Questions of water supply and sewage disposal are of importance to the institution manager and to everyone else. In collecting information on such a subject state and municipal documents can not be overlooked. Existing conditions and plans tried in many institutions can often be learned by a study of annual reports, which quite commonly give plans of new buildings and descriptions of other equipment, particularly anything which has been recently installed. The bulletin⁸ of the New York State Department of Health for March, 1907, contains an interesting paper on The Pollution and Self-Purification of Ice. Mention may also be made of the numerous reports of original work along various lines carried on at the Water Experiment Station of Lawrence, Massachusetts, and reported in the publication of the Massachusetts State Board of Health.

The public institution can often control conditions as the community can not, since it equips its own water supply and sewage disposal system. As a publication⁹ bearing on this subject may be mentioned A Preliminary Report on the Artesian Well System of Georgia, by S. W. McCallie, published by the Geological Survey of Georgia.

A Check List of Works Relating to the Water Supply, Sewers, etc., of the City of New York in the New York Public Library¹⁰ contains titles of reports and other documents. This it is interesting to consult not alone because it contains titles of useful works, but also because it furnishes a good illustration of the careful indexing and cataloguing of municipal documents.

BUILDING MATERIALS AND THEIR USE.

The intelligent and economical construction of buildings should be based upon a knowledge of building materials. The Geological Sur-

⁸ Mo. Bul. N. Y. Dept. Health, 23 (1907), No. 2, pp. 2-6.

⁹ Bul. N. Y. Pub. Libr., 5 (1901), No. 4, p. 133.

¹⁰ Ga. Geol. Survey Bul. 7, 1898.

vey of Georgia has published an exhaustive report¹¹ on the Marbles of Georgia, by S. W. McCallie, which contains the results of the chemical and physical examination of marbles as well as much other interesting data. A bulletin¹² of the Wisconsin Geological and Natural History Survey, entitled Building and Ornamental Stones of Wisconsin, by E. R. Buckley, also contains much information of general interest.

In the same connection may be mentioned *The Uses of Hydraulic Cement*,¹³ by F. H. Eno, and *The Manufacture of Roofing Tiles*,¹⁴ by W. G. Worcester, both published by the Ohio Geological Survey.

The use of concrete in the construction of farm buildings is discussed together with a number of other questions in an article¹⁵ by R. M. Washburn in an annual report of the State Dairy and Food Commissioner of Missouri.

SUPPLIES AND EQUIPMENT.

The equipment of an institution or other enterprise, like the plans followed in the construction of buildings, is very commonly described in annual reports and similar publications. Of special interest are detailed discussions of particular sorts of equipment. For instance, in an article on Barn Plans and Conveniences, by R. M. Washburn, in an annual report¹⁶ of the State Dairy and Food Commissioner, Missouri, much information is presented which is of interest in this and in other connections as well, for example, the comparative value of shingles and prepared roofing, the gasoline engine and the approximate cost of different sizes, the equipment of mills for grinding feed or other materials, and the use of concrete construction materials which has been mentioned in another section. This article also takes up the problem of a sanitary dairy and in this connection gives detailed directions for the installation of a power laundry of a size suitable for a dairy farm.

The question of laundry equipment is discussed by Miss Ilena Bailey

¹¹ Ga. Geol. Survey Bul. 1, 1907, 2. ed., rev. and enl.

¹² Wis. Geol. and Nat. Hist. Survey Bul. 4, 1898, Econ. Ser. 2.

¹³ Ohio Geol. Survey Bul. 2, 1904, 4 ser.

¹⁴ Ohio Geol. Survey Bul. 11, 1910, 4. ser.

¹⁵ Ann. Rpt. State Dairy and Food Comr. Mo., 1 (1907), p. 145.

¹⁶ Ann. Rpt. State Dairy and Food Comr. Mo., 1 (1907), pp. 129-165.

in a bulletin¹⁷ of the Missouri State Board of Agriculture, in a report of the Missouri Home Makers' Conference Association.

The New York State Water Supply Commission has quite recently published a pamphlet¹⁸ dealing with water power for the farm and country home, by David R. Cooper, which discusses the use of turbines and the older types of water wheel as well as the generation of electric power by means of water power. The application of the power to domestic processes, including cookery, to the running of laundry machines, and in very many other ways in the home and dairy and on the farm is also considered.

If one is interested in the relative value of fuels, such documents as Report on the Coals of the Three Forks of the Kentucky River, by J. M. Hodge, published by the Kentucky Geological Survey¹⁹ is worth attention, as it contains a large number of analyses in addition to descriptive matter and miscellaneous information.

Systems followed in the purchase of supplies, including food, and much data relating to the matter of handling, storing, and issuing of supplies, and the relative economy of different systems can be gathered from institution publications. The question of the home production of vegetables, dairy products, hay, and other supplies involves the same agricultural questions as arise on any farm, and others as well, as, for instance, the opportunity offered for benefiting the inmates by having them take part in out of door manual labor. Agricultural problems are considered in publications of the state departments of agriculture, as are others of general interest, facts which the institution manager should know, as well as his farm superintendent and the student who hopes to fill some such position.

HOUSING SYSTEMS AND OTHER SIMILAR PROBLEMS.

If the student wishes to know the success of various systems of housing, information can be found in reports of institutions which discuss the cottage system in comparison with the large building, and related topics. In the same way it is to reports of public institutions that one must turn for information regarding various systems of management which are in use.

¹⁷ Water Power for the Farm and Country Home, N. Y. State Water Supply Com., Albany, 1911.

¹⁸ Monthly Bul. Mo. Bd. Agr., 8 (1910), No. 2, pp. 33-41

¹⁹ Ky. Geol. Survey Bul. 11, 1910.

INSTITUTION DIETETICS AND OTHER FOOD AND NUTRITION TOPICS.

The question of institution dietetics is naturally one of great interest and it is one subject on which many papers have been published. It is interesting to note that one of the earliest American investigations on such a topic, namely, *A Report on Food and Diet, etc.*,²⁰ by John Stanton Gould, which summarizes a large amount of data regarding food and other conditions in American public institutions, was conducted and published in 1852 under the joint auspices of the Commissioners of Immigration and the Board of Governors in the New York Almshouse Department.

Not only do reports of public institutions contain information as to the amounts of food supplied and its cost, but also regarding the character of the food and methods followed in preparing and serving it. The publication of menus is quite usual.

Of special investigations may be mentioned the extended series of dietary studies carried on in New York state hospitals for the insane by Professor W. O. Atwater, and published in the annual reports²¹ of the New York State Commission in Lunacy.

These papers report an extended series of dietary studies, discuss the results at length, and propose dietary standards. One of their most valuable features is the collection of tables of quantities of food materials which may be supplied for some given material taken as a standard, for instance the amount of different vegetables or other foods which may be substituted for 100 pounds of potatoes in making up menus. Included in this report is a paper, *Recipes for Cooking and Suggestions for Improvement in Kitchen Administration*,²² by Maria Daniell, which gives a large number of recipes in quantities sufficient for 100 persons. In these reports Professor Atwater has presented a mass of figures and observations, discussed many problems, and drawn many deductions. No student of institution dietetics can afford to be ignorant of the details of these investigations.

²⁰ *A Report on Food and Diet, with Observations on the Dietetical Regimen, Suited for Almshouses, Prisons, and Hospitals; also on Heating, Ventilation, etc., with Practical Recommendations.* New York, 1852.

²¹ 11th Ann. Rpt. N. Y. State Com. in Lunacy, pp. 190-566; 13th Ann. Rpt. N. Y. State Com. in Lunacy, pp. 38-322, Albany, 1902.

²² *Recipes for Cooking and Suggestions for Improvement in Kitchen Administration.* 13th Ann. Rpt. N. Y. State Com. in Lunacy, pp. 145-191. Albany, 1902.

In one of the reports²³ of the Institutions Commissioner of the City of Boston, Mrs. Ellen H. Richards and Sarah E. Wentworth report the results of dietary studies in nine public institutions in Boston, and make a number of recommendations based on their work.

In connection with extended investigations on the Etiology of Pelagra,²⁴ a disease, which as everyone knows has been attributed to the eating of corn meal in quantity, or more specifically, to the eating of spoiled corn meal, dietary studies were made and included in the reports published in bulletins of the Illinois Board of Health. The work was carried on by W. H. Buhlig, and by J. F. Siler and H. J. Nichols. No causative relation between the use of corn meal and pelagra was shown by the work.

It is interesting to note that Buhlig reported tests with moldy corn meal to ascertain the resistance of molds to heat and whether they would survive in cooking processes. He found that corn meal mush and hominy, made in the usual way followed at the institution, by boiling for about 2 hours, was sterile.

The preparation of food is not infrequently taken up in documents published under state auspices. In a paper on Corn Oil—Its Possible Use as an Adulterant in Lard and Its Detection,²⁵ by W. McPherson and W. A. Ruth in the Annual Report of the Ohio Dairy and Food Commissioner for 1906, tests are reported of the culinary qualities of lard and corn oil mixtures. The paper is also valuable as a contribution to food chemistry and as a source of information regarding corn oil—a food material of growing importance.

The paper, How to Can Fruits and Vegetables on the Farm,²⁶ by Mrs. Mabel E. Moore, published by the Missouri Board of Horticulture, as a reprint from its Annual Report for 1908, is worth the attention of the institution manager, since it deals with the question of canning in quantity under home rather than under factory conditions.

Most of the documents referred to have been issued under state auspices. A document prepared in this way, published by the State Board of Charities of New York, in 1906, and printed by the Department of Public Charities of New York City in the same year, is the

²³ Report to his Honor the Mayor, and to the Institutions Commissioner, on the Dietaries of the Nine Institutions of the City of Boston. Ann. Rpt. Inst. Comr. City of Boston, 2 (1897), pp. 206-213.

²⁴ Ill. Bd. Health Mo. Bul., 5 (1909), No. 7, pp. 417-478.

²⁵ Ann. Rpt. Ohio Dairy and Food Comr., 21 (1906), pp. 18-23.

²⁶ Ann. Rpt. Bd. Hort. Mo., 2 (1908), pp. 202-214.

excellent summary, *Dietaries for Charitable Institutions*, by Florence C. Corbett, which discusses institution food problems and suggests ways for solving them.

The institution problem is of necessity on a larger scale than that of the home, yet the question must often arise in one case as in the other—is it cheaper to cook foods or to purchase them ready cooked? One of the most careful studies of the relative cost of the two systems is that carried on by the Committee on Domestic Service of the Boston Branch of the Association of Collegiate Alumnae, entitled *The Relative Cost of Home-Cooked and Purchased Food*, and published in the *Massachusetts Labor Bulletin* for August, 1901.²⁷

Food inspection, dairy inspection, and similar work make up a large part of many state and municipal documents. Of recent legislation enacted on this subject may be mentioned *Rules and Regulations Governing Butcher Shops and Meat Stalls*²⁸ in Porto Rico.

The storage of food almost inevitably involves some loss and accurate information regarding the character and extent of such losses under different conditions is needed by the institution manager. The Kansas Board of Health has reported studies by J. T. Willard²⁹ of the losses involved when flour is stored in sacks and when butter is stored under different conditions such as are usual in the butter trade.

The question of the protection of the manufacturer of good goods and of the people by means of legislative enactments for the suppression of adulteration of foods, drugs, paints, oils, and other supplies is a very important one, and one which is growing very rapidly in the amount of attention it is receiving. Documents which report such work are very numerous and commonly include the publications of the state board of health, the report of the state dairy and food commissioner, or the bulletins of the state department of agriculture or the agricultural experiment station, as the carrying out of such inspection work is usually entrusted in the several States to one or another of these agencies. The publications cited give not only an idea of the character and extent of the work (and it is interesting to note that improvement in the purity of the articles considered is very apparent after the laws have been in force for a time) but also include many discussions of food hygiene and general food problems.

²⁷ Mass. Labor Bul. 19. 1901, pp. 67-98.

²⁸ Rules and Regulations Governing Butcher Shops and Meat Stalls, Porto Rico: Dept. Health, Charities, and Correction, 1911, p. 6.

²⁹ Bul. Kans. Bd. Health, 7 (1911), No. 1, pp. 9-14.

A paper, *Simple Household Tests for the Detection of Adulteration in Foods*,³⁰ was published a few years ago by the Utah Dairy and Food Commission. A later publication on this subject by E. H. S. Bailey is entitled *Some Kitchen Tests to Detect Adulterations in Common Foods*.³¹

Closely related to the pure food and drug work is that concerned with the inspection of dairies, bakeries, food manufactories, laundries, etc., of interest to the public institution housekeeper as well as to the housewife, since each depends in large measure upon the manufacturer.

The reports referred to above contain many articles on such topics, most of them having to do with conditions under which food products are manufactured.

The municipal ordinances, rules, and regulations regarding the handling and care of food, food protection, food manufacture, and other topics which have to do with clean food from a trade standpoint are published in numerous municipal or state documents. It is interesting to note that the U. S. Public Health and Marine Hospital Service collects and reprints these contributions to public health. For instance, a recently published summary³² contains the rules and regulations adopted in American cities since January 1, 1910.

An extended study³³ of conditions in public laundries and other factories was reported in the Massachusetts State Board of Health Report for 1906.

Questions which have to do with the conditions of manufacture of canned corn and other canned goods are included in the report of factory inspection published in annual reports of the Bureau of Factory Inspection of the New York Department of Labor. Ventilation, sanitation, and other questions of hygiene are considered, as well as hours of labor and related matters. In general, it is in reports similar to those just enumerated that matters pertaining to ventilation and other questions of hygiene are considered.

Food hygiene is one of the very important divisions of food and dietetics. An interesting question was studied by H. E. Barnard and H. E. Bishop under the auspices of the Indiana State Board of Health,

³⁰ Utah Dairy and Food Com., 1906, p. 15.

³¹ Bul. Dept. Food and Drug Insp. Mo., 3 (1911), No. 1-3, pp. 34-42.

³² Pub. Health and Mar. Hosp. Serv. U. S., Pub. Health Rpts., 26 (1911), No. 47, pp. 1842-1849

³³ Mass Bd. Health Rpt., 1906, pp. 449-619.

namely, The Solubility of Zinc Electroplate in Lemonade and Citric Acid Solutions,³⁴ the work being undertaken to ascertain the possible harmfulness of galvanized iron containers for acid materials. As a result of their work, the State Board of Health issued a rule forbidding the use of such containers in the manufacture and storage of acid drinks.

The Effect of Cold Storage upon Domestic Fowls³⁵ was studied under the auspices of the Buffalo Department of Health, by W. G. Bissell, and the results published by the Board in a paper with the above title, and summarized in one of the Buffalo Sanitary Bulletins. This work is a valuable contribution to the subject of methods of handling poultry for cold storage, etc. An excellent chemical study of drawn and undrawn poultry in cold storage, by W. F. Boos, and a bacteriological study of such poultry, by H. R. Brown, were reported in the Massachusetts State Board of Health Report for 1907.³⁶

H. E. Barnard has published in a report of the Indiana State Board of Health a study of The Bacterial Condition of Protected and Unprotected Foods at Restaurants, Meat Markets, Grocery Stores, Bake-shops, and Fruit Stores,³⁷ in which he reaches the conclusion that foods kept in glass cases are practically free from dust and accompanying bacteria, while food on exposed tables and racks is surrounded by air heavily laden with dirt and micro-organisms. His study of the effects of cleanliness of floors and utensils and other related data are of interest in the institution and indeed wherever food is handled or stored.

Similar work is included in a bulletin of the Texas Board of Health, which discusses the general problem and briefly refers to a bacteriological study of samples of commercial milk, grapes, and berries exposed for sale on the sidewalks without protection from flies and street dust. J. S. Abbott,³⁸ who made this study, states that in every case pathological bacteria were found. Numerous other similar studies might be cited.

Much has been written about the possibility of the transmission of tuberculosis by means of milk used as food, and the possibility of transmission of animal diseases in general to man. All who are interested in such questions should read the article on Animal Diseases

³⁴ Ann. Rpt. Bd. Health Ind., 27 (1908), pp. 254-256.

³⁵ Buffalo Sanit. Bul., n. s., 2 (1909), No. 3, pp. 1, 2.

³⁶ Mass. Bd. Health Rpt., 1907, pp. 263-283, 285-336.

³⁷ Ann. Rpt. Bd. Health Ind., 27 (1908), pp. 517-523.

³⁸ Bul. Tex. Bd. Health, 4 (1910), No. 11, pp. 16-18.

Transmissible to Man,³⁹ by T. Smith, published in a bulletin of the State Board of Health of Massachusetts. It is interesting to contrast the calm and judicial statements of such an authority with the loose and biased statements which are so often encountered.

The list of similar articles on food topics in state and municipal documents is a long one and many other papers might be cited.

Bibliographies are always a help to the student and are often almost indispensable. Public libraries quite commonly publish bibliographies or check lists, sometimes as separate documents and sometimes included in library bulletins, or other similar documents. Several years ago the New York State Library issued a *Bibliography of Domestic Economy*,⁴⁰ limited to works in English, which includes titles on shelter, heat, light, ventilation, clothing, administration, sanitary precautions, cleaning, and other such subjects as well as on economics of consumption, domestic economy, food, cooking, kitchen, dining room, gastronomy, household management, etc.

The list⁴¹ of books on domestic science in the Boston Public Library, which has been recently compiled and published, is a classified list of titles of a very large and fine collection of works on this subject arranged under the following headings: Domestic economy, household management; food, nutrition, diet, digestion; beverages; cookery; the table, gastronomy, dining, table decoration, table service, entertaining; and dress, clothing. The institution dietitian as well as the teacher and the student will find this list invaluable. It is interesting to note that the Boston Public Library contains as a part of the collection included in this list the books, chiefly on domestic science and cookery, collected by Miss Maria Parloa and bequeathed by her to the Library.

A bibliography on hygiene published in 1894 by the library is also of interest for the obvious bearing of this subject on the many problems of institutions management.

The New York Public Library has published a list⁴² of the works it possesses on prices, which includes titles on the regulation of prices, theory of prices, and other similar subjects, as well as titles of books and articles dealing with the prices of foods and various other commodities.

³⁹ Monthly Bull. Bd. Health. Mass, n. s., 4 (1909), No. 12, pp. 264-276.

⁴⁰ N. Y. State Libr. Bul. 52, 1901 (Bibliography 22).

⁴¹ A List of Books on Domestic Science in the Public Library of the City of Boston, Boston, 1911, pp. 78.

⁴² Bul. N. Y. Pub. Libr., 6 (1902), No. 4, p. 115.

PROBLEMS OF LABOR AND SERVICE.

The total number of articles and volumes which have to do with the statistics of labor, wages, and all that pertains to this great question is large, as many States have bureaus of labor under one name or another. Aside from its obvious relation to institution management, such work has a very important sociological relation to the subject, as it has to do with many factors which affect the lives of inmates of institutions for charity and correction before they enter the institution, and which may be the cause of their present condition.

The question of adequate help is of great importance to the housekeeper in the institution as well as in the home.

A contribution to the literature of the subject is *The Household Servant Problem in Maine*,⁴³ a report of an exhaustive inquiry, which is published in a recent report of the Bureau of Industrial and Labor Statistics for the State of Maine, and is full of ideas and good sense in addition to being a carefully compiled record of facts bearing upon the case.

EDUCATIONAL OPPORTUNITIES AND COURSES OF INSTRUCTION.

The student of institution management, like other students of Home Economics, is interested in the general field of education and especially in the courses which are offered in different institutions which are needed for training in this special subject.

In many States reports are published which outline courses and give much other information regarding the work in secondary schools, normal schools, colleges, and universities. Furthermore, state documents contain an enormous number of published reports which discuss educational questions. The reports of the activities of women's institutes and farmers' institutes, and of other institute and extension work, are very commonly published as state documents. Reference has already been made to the report of the women's institutes in Missouri, and mention may also be made of a similar publication reporting the women's institute work in Illinois.

CONCLUSIONS.

The material here brought together by no means exhausts the subject. Indeed, it cites only a very small proportion of the papers which

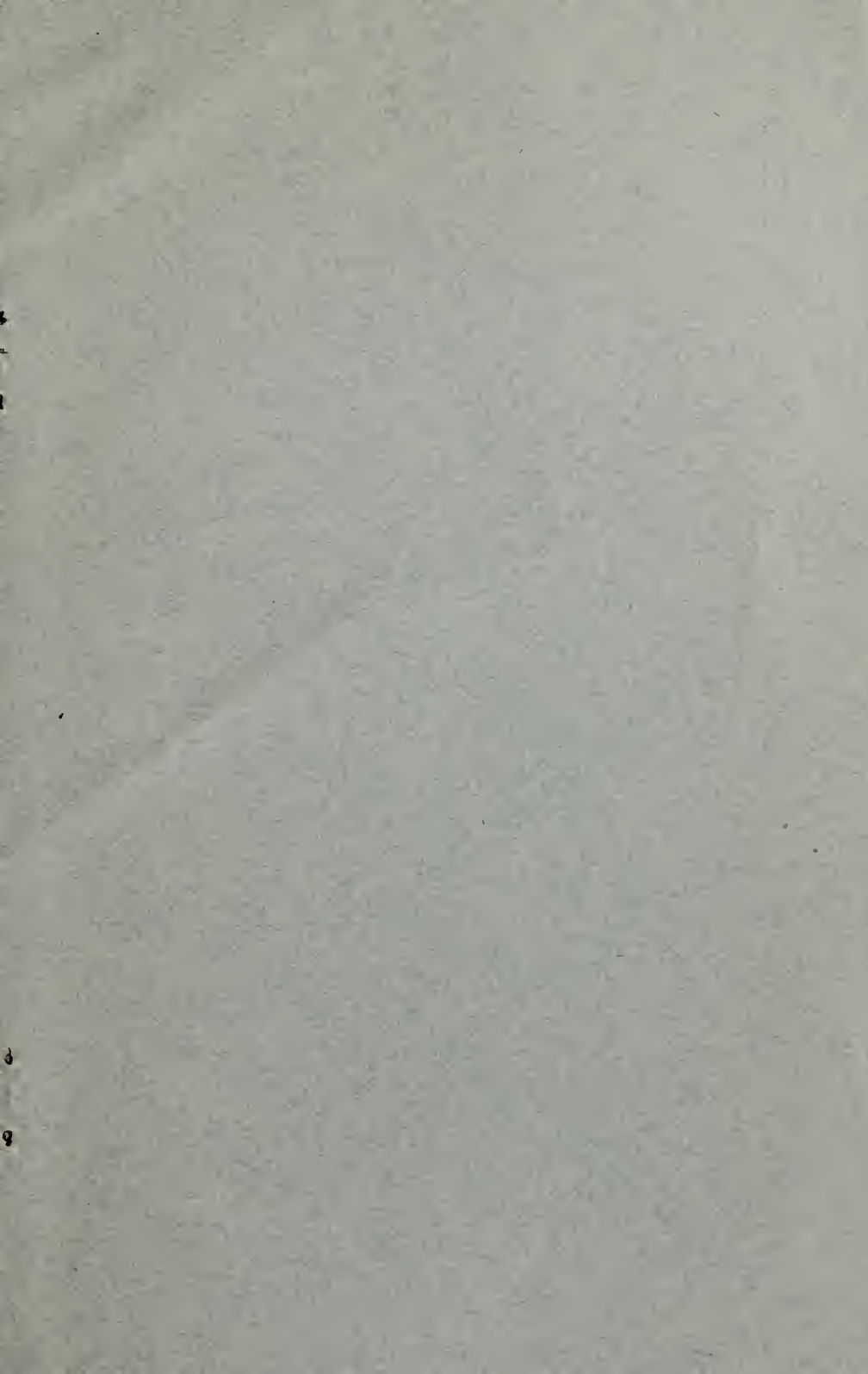
⁴³ Ann. Rpt. Bur. Indus. and Labor Statis. Me., 24 (1910), pp. 311-393.

might be mentioned and indicates only a few of the uses which may be made of state and municipal documents. However, the illustrations selected are perhaps sufficiently numerous to make clear to the student of institution management and of other branches of Home Economics the value of literature of this character.

It would without doubt be conceded that the class of literature under consideration is generally neglected, and if we are also agreed that it is valuable, it logically follows that some method should be devised for collecting and making use of the material. If students could be induced by their instructors to look over regularly and systematically the public documents of all sorts received in the libraries to which they have access and list articles which they consider of value, and perhaps abstract some of the more important papers, they would gain knowledge as to methods of really using libraries as well as special information of use in connection with their work. If such a plan were followed in a number of institutions, and some method could be found for publishing the bibliographies and notes, the work might be made of general use.

Then too, it would be of great value in training the student if he were assigned some topic for special study, for an essay, or for a thesis, which would necessitate consultation of public documents and other literature too often passed by for the more readily accessible text-book and general work of reference. Some one, at least, of our large and well equipped colleges or universities might well assign to one of its librarians the task of collecting documents of the sort under consideration and preparing bibliographies of publications and articles of interest to its Home Economics department.

In Home Economics, as in all other lines of work, we need laboratory research and other advanced work. It is also true that progress would be more easily made and more would be accomplished if we were thoroughly familiar with what had been done in the past and recorded for our information. The person who has the patience to collect and digest data already reported and made available will often render as great and as permanent service to his chosen subject as the successful investigator. He has an advantage in that he does not require expensive laboratory equipment, but only books and paper and pencil. Even the books he need not buy if he works with those we have been considering, for States and cities will in almost every case willingly send them gratis to libraries on request and very often to individuals.





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